



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION IX

75 Hawthorne Street  
San Francisco, CA 94105-3901

JUN 17 2015

Governor Stephen R. Lewis  
Gila River Indian Community  
Post Office Box 97  
Sacaton, Arizona 85247

The U.S. Environmental Protection Agency Region 9 is pleased to announce the availability of financial assistance as follows:

APPLICATION DUE DATE: JUL 22 2015

TYPE: AMENDMENT to current grant #BG99T22015

PROGRAM TITLE: Performance Partnership Grant (PPG)

STATUTORY AUTHORITY: Appropriation Act of 1996 (PL-104-134)

CATALOG OF FEDERAL DOMESTIC ASSISTANCE NO.: 66.605  
(A complete single application and final work plan must be submitted using grants.gov.)

DELEGATION OF AUTHORITY: 1-101 Performance Partnership Grants

FEDERAL FUNDS AVAILABLE and REQUIRED NON-FEDERAL MATCH:

PROGRAM (FY-16)	Federal Amount Available	Required Match* (*Based on Total Project Cost)	TOTAL
Pesticide Enforcement	\$80,000	\$ (15%) \$12,000	\$92,000
Pesticide Worker Safety	\$30,000	\$ (15%) \$4,500	\$34,500
General Assistance Program (GAP) - CORE - SUPPLEMENTAL	\$143,700 (Approved) \$93,997 (Increase in staff time) \$51,000 (steer skid and signs) \$26,000 (climate change adaptation plan, RTOC, IT analysis and GIS analysis plans) \$136,500 (2 <sup>nd</sup> year work plan) \$73,170 (Senior Planner, Storage Unit and a Hazardous Waste contractor).	0%	\$524,366
Making a Visible Difference Initiative	\$150,000 (Includes funding for first and second year work plan.)		\$150,000
TOTAL:	\$784,366	\$ 16,500	\$800,866

Revised work plan components and budget for GAP based on EPA comments enclosed. In addition, please include in your application \$143,700 for first year GAP work plan, \$136,500 for second year funding, \$244,167 in supplemental projects and \$150,000 for a two year Making a Visible Difference work plan.

Revised work plan components and budget for Pesticides based on EPA comments enclosed.

A complete single application with one work plan and budget reflecting the above comments must be submitted by the due date indicated. In completing your application, enter the Catalog of Federal Assistance Number (CFDA) for PPGs – 66.605 – in box #11 on the SF-424A application form, not the CFDA for any of the individual grant programs going into the PPG.

Effective **February 17, 2015**, EPA grant applicants must use Grants.gov to submit their applications. The Grants.gov registration process can take up to 30 days to complete. Therefore, it is highly recommended that EPA applicants complete their registration on grants.gov now. Also, your organization's registration in SAM.gov must be active to utilize Grants.gov. If it appears that the Grants.gov registration process may prevent you from submitting your application by the due date aforementioned, then please contact [support@grants.gov](mailto:support@grants.gov) or call 1-800-518-4726 as support is available 24 hours a day and 7 days a week. You should also notify your Project Officer before the application due date to request an extension.

Please review both Attachment 2 on Grants.gov instructions and Attachment 3 on Region 9 Guidance Information for Applicants (or go to <http://www.epa.gov/region9/funding/information.html>) for additional resources on Grants.gov, Federal Regulations, and new EPA requirements. We suggest you forward these materials to your Project Manager, Financial Officer and any other personnel in your organization requiring this information.

Since there may have been changes to various EPA assistance regulations, please remember to obtain a copy of the Code of Federal Regulations, Title 40, Parts 1-49. This CFR is updated every July 1 and includes the Chapter I, Subchapter B, which are regulations applicable to your cooperative agreement. The CFR is available through the internet at the following address: <http://www.epa.gov/region09/funding/before.html>.

Questions regarding the application or administrative/fiscal matters should be referred to Linda Struna, of the EPA Region 9 Grants Management Office, at (415) 972-3723 or [struna.linda@epa.gov](mailto:struna.linda@epa.gov). Please contact your Project Officer, Tim Grant at (415) 972-3783 or [grant.timothy@epa.gov](mailto:grant.timothy@epa.gov) regarding programmatic questions (e.g. development of final PPG work plan).

Sincerely,



Laura M. Ebbert  
Manager  
Tribal Section

#### Attachments

1. Work plan comments
2. Grants.gov Instructions Guide
3. Region 9 Guidance information for Applicants
4. RTOC Travel Participant Component template
5. Component Cost and Work Years Guidance
6. Unliquidated Obligation Budget Breakdown Sample
7. Making a Visible Difference draft work plan

cc: Ondrea Barber, Executive Director (with work plan comments)  
Daniel F. Hoyt, GRIC Pesticides Office (with work plan comments)  
Mary Griser, EPA Pesticides Office  
Linda Struna, EPA Grants Management Officer

## **GAP 2015-2016 Work Plan Comments**

### **Gila River Indian Community**

Thank you for developing an outcome-oriented work plan. The following observations and requests were written with the intent of strengthening the Tribe's GAP work plan, identifying possible assistance, and ensuring the work plan meets GAP guidelines. These comments pertain to the 2015-2016 work plan that was submitted with your GAP proposal in GAP Online in December 2014. Please ensure that these comments are addressed in your final GAP work plan in GAP Online.

#### **General Definitions and References**

The following references are useful for understanding GAP in general, for getting an understanding for environmental outcomes, etc.

2013 Guidance on the Award and Management of General Assistance Program Agreements and Appendix I, Guidebook for Building Tribal Environmental Program Capacity

<http://www.epa.gov/region9/funding/pdfs/tribal-gap/r9-gap-guidance.pdf>

GAP Act (<http://www.epa.gov/Indian/pdfs/4368b.pdf>)

2015 GAP Grant Notification (<http://www.epa.gov/region09/funding/tribal-gap.html>)

EPA Strategic Plan (<http://www2.epa.gov/planandbudget/strategicplan>)

1. Environmental outcomes should be expressed in terms of improvements to public health, the environment, or human behavior. They can also reflect improved tribal capacity to protect public health or the environment. Intermediate outcomes could reflect: a) improved human health or environmental conditions, b) reduced risks to human health or the environment, c) increased tribal capabilities in legal, enforcement, technical, communication, or administrative areas. Long-term outcomes could include attainment of desired environmental conditions (e.g., water quality standards are met) or human health goals, attainment of a desired capacity to plan, develop, implement, manage and sustain tribal environmental programs.
2. Please ensure that each component in your work plan contains one or more capacity indicators that appropriately links to the commitments. Capacity indicators represent the destination of the Tribe's work and therefore the Tribe should express how it will accomplish the tasks necessary to achieve the indicators proposed in its commitments. Moreover, capacity indicators should ideally be placed in the "Measures" section for each component in the work plan. More information on the appropriate use of indicators is found on page 13 of the GAP Guidance. A suite of indicators that the Tribe may consider for inclusion in its work plan is contained in Appendix I of the GAP Guidebook.
3. Please ensure that the total work plan Estimated Component Costs add up to the total approved budget amount indicated in the cover letter, and that the total work plan Estimated Work Years adds up to the total number of approved personnel funded under GAP. I have attached a document entitled "Component Cost and Work Years Guidance" that will help you to correctly identify Component Costs and Work Years to comply with this request.
4. Greening Grants Policy: EPA Region 9 has adopted a Greening Grants Policy which encourages grantees to carry out their EPA grant funded projects in a greener way. Your Project Officer will work with you to determine whether it is feasible to incorporate green practices into your work plan. The Greening Grants Policy includes an attachment which describes many useful green practices.

The policy furthers the objectives of EPA's 2011-15 Strategic Plan. The link to Greening Grant Policy is on the Region 9 Website Homepage, <http://www.epa.gov/region9/funding/greening-grants.html>

**5. Regarding Indirect Costs:**

For Fixed/Carry forward Tribal IDC rates:

- EPA may allow IDC costs to be budgeted for grants when indirect costs rates have been approved within the preceding three fiscal years. When IDC rates are not current at the time of the grant award, a term and condition will be used to require the Tribe to notify EPA and refund any overfunded amounts.

- 6. Language on GAP work plan commitment to develop EPA/Tribal Environmental Plan (ETEP).** The proposed FY2016 work plan includes a component to develop an ETEP. The Guidance on the Award and Management of General Assistance Agreements for Tribes and Intertribal Consortia was finalized in May 2013. This document also contains the Guidebook for Building Tribal Environmental Program Capacity (Appendix I). Attached is an example work plan component for the development of an ETEP. Please ensure that your ETEP component minimally includes the information contained in this sample work plan component. For additional assistance, please contact your Project Officer.

### **FIRST YEAR BUDGET COMMENTS**

Please include in your GAP application, \$143,700 of funding to support your GAP for one year and \$75,000 for the Making a Visible Difference first year work plan. In addition please include a separate budget for \$4,000 for illegal dumping signs, \$12,500 for a Climate Adaptation Plan, \$3,000 for RTOC travel, \$8,000 for a information and analysis plan, \$2,500 for a GIS analysis plan, \$93,997 for personnel increase and fringe (\$14,721 for executive director, \$10,377 for project assistant and \$68,899 for senior planner) and \$45,000 for skid steer.

The portions of the budget that are solid waste related will be awarded when the Tribe delivers a signed tribally approved integrated waste management plan.

### **FIRST YEAR WORK PLAN COMMENTS**

#### **For Tribes Developing an ETEP in FY2016**

Enclosed is the ETEP work plan component template. If you have developed a recent environmental inventory, please inform your Project Officer and delete that commitment from the component. If you have questions about the other commitments, please contact your Project Officer.

The ETEP requirements are outlined in the National GAP Guidance on pages 13-19. Below is information about the Tribal Environmental Plan that will be part of the ETEP.

#### **Tribal Environmental Plan**

The GAP Guidance states the following about the content of the TEP:

*Tribal governments should include environmental program priorities for their community in this section of the ETEP. For each priority, the following detail should be included: (1) short description of the*

*priority; (2) the tribe's long-term environmental program development goals that help to address or support the priority; (3) intermediate program development milestones the tribal government would like to meet during the time period of the ETEP; (4) the tribe's plans to manage authorized environmental programs; and (5) any type of assistance (training, technical assistance, EPA direct implementation actions, financial, etc.) that may be needed. This information should be discussed between the tribe and EPA regional office staff to identify any connections between the tribe's priorities and the implementation of the federal environmental programs, and to identify potential EPA assistance that could be provided to help the tribe accomplish the proposed actions.*

EPA recognizes that the Tribal Environmental Plan is a tribal document that represents the issues of importance to the Tribe; the TEP can cover a range of issues including environmental impacts that may occur off the reservation, but impact the tribe or Tribal interests.

The TEP will help guide EPA and Tribal work in the future. As the GAP Guidance states, future approvable GAP work plans will be based on the contents of the TEP. Please include an appendix section where the tribal priorities each have a program indicator from the GAP Guidance and Guidebook.

Earth Day environmental education supplies listed in the supplies section of the budget could mean the purchase of promotional items. If promotional items are to be purchased, please list what types will be purchased, the quantity and the cost.

Please include a component for "Travel and Training" since the Tribe has listed many trainings and conferences they want to attend in the budget page.

Please include a component for the RTOC representative position and the travel that goes with it. The RTOC travel component template will be attached to this letter, this template will be useful to the tribe because the Tribe's executive director will be an RTOC representative during this fiscal year.

#### **Commitment 1.1**

In the outputs and deliverables section, please remove "copies of training materials, agendas and certificates." Place these types of outputs/deliverables into the newly formed "Travel and Training" component.

#### **Commitment 1.2**

In the description section, please include the number of staff members who will have a professional development plan created for them.

#### **Commitment 1.4**

This commitment is very broad, are there any relationships the Tribe would like to focus on for FY 16, based on environmental priorities.

#### **Commitment 1.5**

In the deliverables section, please remove the end date of "9/30/2017" as that date does not fall in this fiscal year's work plan dates.

#### **Commitment 2.1**

Please remove this commitment from the work plan as the Tribe has completed "develop a website" in the previous work plan. Replace this commitment with the "GIS Analysis" commitment.

**Commitment 3.1**

In the descriptions section, please revise this commitment to say “2 outreach events during the proposed year” instead of “4 outreach events over the 2 year project period.”

**Commitment 3.2**

Please combine commitment 3.2 and commitment 3.3, since they are the same.

**Commitment 3.4**

Please remove this commitment as GAP will not pay for calendars.

**Commitment 4.1**

Since the description is travel and training, please include this commitment into the Travel component.

**Commitment 6.2**

In the description section, “Proposing a new approach” is not a description of work, instead the Tribe should describe what actual work will be done with the new “approach.”

**Commitment 6.3**

In the description section, please remove “ongoing” from this commitment and revise it. Ongoing suggests that the Tribe has already built capacity in this area.

**Commitment 7.1**

Please remove this activity from the work plan as it is more of an activity that should be done under the Wetlands grant.

**Commitment 7.2**

Please remove this activity from the work plan.

**Commitment 7.3**

Please remove this activity from the work plan.

**Commitment 7.4**

In the deliverables section, please remove this commitment and place it in the “Travel and Training” section.

**SECOND YEAR BUDGET COMMENTS**

Please include in your GAP application, \$136,500 of funding to support your GAP for one year. In a separate budget please include \$2,000 for illegal dump signs, and \$75,000 for the Making a Visible Difference two year work plan.

The \$49,170 (includes fringe) for the Senior Planner, \$19,000 for a Storage Unit and \$5,000 for a Hazardous Waste contractor have not been decided upon yet; however please include them in your application in a supplemental budget.

Earth Day environmental education supplies listed in the supplies section of the budget could mean the purchase of promotional items. If promotional items are to be purchased, please list what types will be purchased, the quantity and the cost.



## **SECOND YEAR WORK PLAN COMMENTS**

Please include a component for “Travel and Training” because the Tribe has listed many trainings and conferences they want to attend in the budget page.

Please include a component for the RTOC representative position and the travel that goes with it. The RTOC travel component template will be attached to this letter, this template will be useful to the tribe because the Tribe’s executive director will be an RTOC representative during this fiscal year

### **Commitment 1.1**

In the outputs/deliverables section, please remove “copies of training materials, agendas and certificates.” Place these types of outputs/deliverables into the newly formed “Travel and Training” component.

### **Commitment 1.2**

Please remove this commitment as it appears in the first year’s work plan.

### **Commitment 2.1**

Please remove this commitment from this work plan as it is in the first year’s work plan.

### **Commitment 3.1**

In the descriptions section, please revise this commitment to say “2 outreach events during the proposed year” instead of “4 outreach events over the 2 year project period.”

### **Commitment 3.4**

Please remove this commitment as GAP will not pay for calendars.

### **Commitment 8.1**

Please remove this commitment as the deliverable is scheduled for completion in the previous year’s work plan.

## **Making a Visible Difference (MVD) in Communities Initiative 2015-2016 Work Plan and Budget Comments Gila River Indian Community**

The EPA Region 9 Office has identified the GRIC as a partner for the U.S. EPA - Making a Visible Difference in Communities Initiative and will work with GRIC-DEQ to advance the Tribe’s sustainability goals around solid waste management, building and housing, energy, and transportation. Towards this effort, a draft work plan (Attached) has been developed with input from GRIC-DEQ. The EPA Region 9 Office estimates that GRIC-DEQ will need an additional \$75,000 each year (\$150,000 total) to fund staff and/or contract hours to complete components of the MVD work plan. Please contact your MVD Project Officer, Michelle Baker at (415) 972-3206 or [baker.michelle@epa.gov](mailto:baker.michelle@epa.gov) to finalize the MVD work plan and develop a separate two-year budget that reflects what GRIC-DEQ estimates it will need to complete MVD work plan tasks.



## **Pesticides 2015-2016 Work Plan and Budget Comments**

### **Gila River Indian Community**

The Fiscal Year 2015 – 2017 Joint EPA Office of Pesticide Programs (OPP)/Office of Enforcement and Compliance Assurance (OECA) State/Tribal Cooperative Agreement Guidance should be used to develop your work plans and budgets. The Guidance is available at <http://www2.epa.gov/compliance/fiscal-year-2015-2017-fifra-cooperative-agreement-guidance>. Once applicable core activities and new priorities are included in the work plan we can consider including additional or supplemental activities.

### **WORK PLAN COMMENTS**

In addressing national elements mentioned above, each work plan should include, identify, or reference the items listed below. Included with the 2015 – 2017 guidance is a work plan template provided for your convenience and includes many of these items. You are encouraged to use this template for the development of your FY16 work plan.

*Outputs and, to the extent possible, outcomes for each applicable program area* - EPA Order 5700.7 on Environmental Results established policy for addressing environmental results under EPA assistance agreements to ensure that outputs and outcomes are appropriately addressed in assistance agreement work plans.

*EPA Goals* – work plans and progress reports must clearly label the Strategic Plan Goal(s) and Strategic Plan Objective(s) from the current version of the [Agency's Strategic Plan](#), that are associated with each work plan Commitment or group of Commitments (See funding chart below).

*Reporting* - A schedule for and description of quarterly and annual accomplishment reporting, including program and enforcement activities. This also includes the new Pesticide Enforcement Performance Measures (draft attached).

*The need to develop or revise enforcement documents* - This includes the neutral inspection scheme (NIS), matrix of enforcement, enforcement response policy (ERP), and quality assurance documents.

*High Level Episodes (HLE)* - Specific HLE criteria and the process and timing for responding to high level episodes.

*Pesticide Container/Containment Activities* - In FY16, States, Tribes and Territories (S/T/T) are asked to continue to inspect (and report on) secondary containment structures where applicable, as part of “core” PEI inspections. Requirements regarding refillable pesticide containers, labels for all pesticide containers and repackaging pesticide products went into effect August 16, 2011, and are enforceable.

*Regional Meetings* - All recipients should include attendance at the following meetings in their work plan: Pre-SFIREG or TPPC Meeting, the Western Region Pesticide Meeting and any applicable EPA-sponsored trainings or workshops.

*Use of Federal Credentials* – If applicable, a statement that any federal credentials issued will be used in accordance with requirements of the September 30, 2004, “Guidance for Issuing Federal EPA Inspector Credentials to Authorize Employees of State/Tribal Governments to Conduct Inspections on Behalf of EPA.”

*Submission of Inspection Reports* - All inspections (including field notes) conducted using EPA-issued federal credentials must be sent to EPA. Also, all inspections with suspected federal violations (non-use) must be forwarded to EPA. Inspections should be forwarded within 60 days. *Priorities for EPA include violations such as worker protection, pesticide registration and labeling, product efficacy (including enforcement follow-up of efficacy failures of antimicrobial products) and compositional integrity, producing establishment registration and reporting, import and export requirements, unreasonable adverse effects reporting, and other noncompliant pesticides.*

## BUDGET COMMENTS

The following chart shows the total recommended funds for this agreement by funding allocation.

FY2016 Allocation		PRC	Program Area		Amount	Match
OECA	Goal 5.1 Enforce Environmental Laws. Ensuring the safety of chemicals and preventing pollution.	501	Enforcement		\$ 80,000	15%
			Supplemental		TBD	0%
			Subtotal		\$80,000	
OPP	Goal 4.1 Ensure Chemical Safety. Reduce the risk of chemicals that enter our products, our environment, and our bodies	401	Worker C&T	\$		50%
			Safety:			
			Worker WPS	\$30,000		
			Safety:			
			Water Quality	\$		15%
Endangered Species	\$					
Supplemental		TBD		0%		
Subtotal		\$30,000				
Total					\$110,000	

*Supplemental/Additional Funding* - For FY16, The Pesticides Office will have limited additional enforcement and program implementation funds available to fund supplemental projects that support activities described in the FY15-17 Cooperative Agreement Guidance. If you are interested in a supplemental project for the upcoming project period, please submit a short description of the proposed project and budget to your Project Officer by the due date on the front on this letter. Examples of projects we will consider funding include: pesticide collection and disposal, Tribal circuit rider programs, applicator training, pollinator protection, IPM in Schools, and translation of education and outreach materials. If you have other ideas for projects, please consult with your project officer prior to

submitting a request. Supplemental projects may be discussed in more detail during negotiations. Any requests for supplemental projects must be included in the application submitted via grants.gov.

### Component Cost and Work Years Guidance

Applications must include estimated component cost and associated work years. At present, Tribes are providing estimated costs that do not, when added together, equal the total budget request and budgeted FTE supplied with the work plan.

Suggested instructions for Tribes:

Estimated Component Costs should, when added together, equal the total budgeted amount. Two suggested ways to arrive at numbers that are equal:

Evaluate the relative *percentage* of financial resources each work plan task will take, each task being some percentage of 100; multiply that percentage by the total budgeted cost to get the estimated cost per component.

	Component 1	Component 2	Component 3	Total Budget
Percentage of Total:	25%	45%	30%	100%
Cost:	\$ 29,319	\$ 52,774	\$ 35,183	\$ 117,275

Alternately, as an addendum to calculation of the Total Program Budget, add columns wherein the contribution of each component to the total budget is calculated, and total component budgets across budget categories, applying indirect costs if applicable, personnel costs, and fringe. This “estimate” leans more toward accurate budget numbers.

Category	TOTAL	Component 1	Component 2	Component 3
(FTE)	1.5	0.375	0.6	0.525
Personnel	\$ 55,000	\$ 13,750	\$ 22,000	\$ 19,250
Fringe	\$ 18,150	4,537.50	7,260.00	6,352.50
Supplies	\$ 5,000	500	4100	400
Travel	\$ 5,000	4200	800	0
Equipment	\$ -	0	0	0
Contractual	\$ 15,000	4000	8000	3000
Subtotal	\$ 98,150	\$ 26,988	\$ 42,160	\$ 29,003
Base for Indirect	\$ 83,150	\$ 22,988	\$ 34,160	\$ 26,003
Indirect	\$ 19,125	\$ 5,287	\$ 7,857	\$ 5,981
Total	\$117,275	\$ 32,275	\$ 50,017	\$ 34,983

Estimated Component work years should, when added together, equal the total budgeted FTE for the program. One work year is equal to 2,080 personnel hours. A work year is also known as a full time equivalent (FTE), since it is based on a full time job; 40 hours per week \* 52 weeks per year = 2,080 hours per year.

Two suggested ways to arrive at numbers that are equal:

Evaluate the relative *percentage* of staffing resources each work plan component will require, each component being some percentage of 100; multiply the percentage for each component by the total requested FTE to arrive at the estimated FTE per component.

<i>staffing</i>	Component 1	Component 2	Component 3	Total Budget
Percentage of Total:	25%	40%	35%	100%
Cost:	0.38	0.60	0.53	1.50

Alternately, when calculating the budget in the detailed manner for the Estimated Component Cost, take the FTE applied to each component and use that value to represent the estimated component FTE.

### Unliquidated Obligation Budget Breakdown Sample

This example is where we are requesting the Tribe to rebudget carryover from prior periods into Year Four of a four-year GAP grant.

	FY12		FY13		FY14		FY15	
	Initially Awarded	Actual Budget*	Initially Awarded	Actual Budget*	Initially Awarded	Projected Utilization	New Funding	Unliquidated Obligation Funding
Personnel	\$ 35,000	\$ 21,000	\$ 37,000	\$ 25,900	\$ 37,000	\$ 37,000		\$ 36,650
Fringe	\$ 10,000	\$ 6,000	\$ 10,500	\$ 7,350	\$ 10,500	\$ 10,500		\$ 10,340
Travel	\$ 5,000	\$ 1,400	\$ 5,000	\$ 3,600	\$ 5,000	\$ 5,000	\$ 5,000	
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Supplies	\$ 3,000	\$ 1,000	\$ 2,800	\$ 1,960	\$ 3,000	\$ 3,000	\$ 3,000	
Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other	\$ 10,000	\$ 5,000	\$ 9,000	\$ 7,100	\$ 10,000	\$ 10,000	\$ 10,000	
Subtotal	\$ 63,000	\$ 34,400	\$ 64,300	\$ 45,910	\$ 65,500	\$ 65,500	\$ 18,000	\$ 46,990
Indirect	\$ 15,750	\$ 8,600	\$ 16,075	\$ 11,478	\$ 16,375	\$ 16,375	\$ 4,500	\$ 11,748
Total	\$ 78,750	\$ 43,000	\$ 80,375	\$ 57,388	\$ 81,875	\$ 81,875	\$ 22,500	\$ 58,738
Unliquidated Obligation		\$ 35,750		\$ 22,988		\$ -		

\*Revised budgets reflect actual expenditures, as shown on Federal Financial Reports submitted by the Tribe.

Table 1: General Assistance Program

Tribe: [Insert Tribe Name Here]

Region: 09

Work Plan Period Begin: 10/1/2014 – 09/30/2015

Work Plan Component: 1- RTOC Participation

Overall Capacity Indicator Being Developed: Choose an indicator: B.1 (B.6.1, B.6.2, B.6.7, B.6.8, B.6.10)

Environmental Outcome(s) (Changes in the Environment, Public Health, Behavior or Knowledge):

- Effective government to government partnership
- Identification of Tribal priorities

Intermediate Outcome(s) (this work plan period):

- Increased capacity to meaningfully participate in environmental protection
- Maintain an environmental presence in regulatory activities affecting the Tribe
- Staff training for operation of a core multi-media environmental program

ESTIMATED COMPONENT COST: \$\* (\$\* Salary & F/B) (\$\*)

ESTIMATED COMPONENT WORK YEARS:

\*

Director . \* @ \*/hr Assistant . \* @ \*/hr

COMMITMENTS		CAPACITY INDICATOR (optional)	ESTIMATED COMMITMENT COST (optional)	END DATE	OUTPUTS AND DELIVERABLES
1.1	Attend quarterly RTOC meetings		Dir. * hrs @ \$*/hr = \$* Asst. * hrs @ \$*/h = \$*	Each Quarter	Summary information provided to EPA with quarterly reports
1.2	Attend annual EPA Tribal Conference		Dir. * hrs @ \$*/hr = \$*	12/30/14	Registration and attendance confirmation, along with list of breakout sessions attended, provided to EPA with quarterly report
1.3	Participate on, or act as lead for, RTOC workgroups as requested		Dir. * hrs @ \$*/hr = \$*	Each Quarter	Summary information provided to EPA with quarterly reports
1.4	Review and comment on proposed EPA policies, rules, regulations, consultations, etc. as needed		Dir. * hrs @ \$*/hr = \$*	Each Quarter	Summary of items reviewed provided to EPA with quarterly reports

## EPA Region 9 - Grants.gov Instructions Guide

( March 2015 )

*Applications for Federal assistance must be submitted through Grants.gov.*

**Register with Grants.gov!** In order to submit your application using Grants.gov, your organization must be registered with Grants.gov. Please allow four weeks to complete the registration process. Also, please note that you must have a DUNS number and an active SAM.gov registration before registering with Grants.gov. You can find more information about registering at:


<http://www.grants.gov/web/grants/applicants/organization-registration.html>

**To Access and Download Grant Application Package go to:**

<http://www.grants.gov/web/grants/applicants/download-application-package.html>

### 1. Funding Opportunity Number (FON).

- A. Competitive Programs: Refer to the competitive solicitation for the applicable FON. Applicant will enter this into the "Funding Opportunity Number" field to locate the application package.
- B. Non-Competitive Discretionary Programs: Obtain FON from your EPA Point of Contact (POC). Applicant will enter this into the "Funding Opportunity Number" field to locate the application package.
- C. Continuing Environmental Programs (CEPs): The list of available CFDA numbers for CEPs have been divided between two FONs. The two FONs used to access the application packages are **EPA-CEP-01** and **EPA-CEP-02**. Refer to the following Attachment to determine which FON your CFDA is published under. Applicant will enter this into the "Funding Opportunity Number" field to locate the packages.

CFDA Number:	<input type="text"/>	#
 Funding Opportunity Number:	<input type="text"/>	IC
Funding Opportunity Competition ID:	<input type="text"/>	IC

### 2. Download the package associated with CFDA 66.XXX.

- ### 3. Complete the Grant Application Package.
- Attach the forms and information required by your particular program. **Contact your EPA POC if you have questions about which forms and materials you must submit for your program.**



4. **Submit your application.** Go to <http://www.grants.gov/web/grants/applicants/apply-for-grants.html> for more information on this process.

5. **Confirm with your EPA POC** that EPA has received your application package. *If for ANY reason you cannot submit your application by the deadline specified, contact your EPA POC immediately.*

**For FAQs, User Guides, Checklists, Training and Technical Support**, visit the Grants.gov Applicant Resource page at <http://www.grants.gov/web/grants/applicants/applicant-resources.html>

**Technical Questions or Issues?** Please call (1-800-518-4726) or email ([support@grants.gov](mailto:support@grants.gov)) the Grants.gov Contact Center (<http://www.grants.gov/web/grants/about/contact-us.html>). Help is available 24 hours a day, 7 days a week.

## **Grants.gov Instructions Guide**

**Continuing Environmental Programs (CEPs)  
(EPA Mandatory Grant Programs)**

## ATTACHMENT

### Region 9 Guidance Information for Applicants <http://www.epa.gov/region9/funding/information.html>

- Omni-Circular under 2 CFR 200 & EPA Regulations under 2 CFR 1500:

EPA has officially adopted the OMB Omni-Circular effective **December 26, 2014**. Specifically, in a [joint interim final rule](#) published in the Federal Register on December 19, 2014 (see 79 Fed. Reg. 76050-76063), EPA adopted the Omni-Circular. This includes adoption of Omni-Circular requirements located at [2 CFR 200](#) along with EPA-specific provisions mandated by statute, regulation or agency policy now codified under [2 CFR 1500](#). OMB's website at <https://cfo.gov/cofar/> is the location for resources regarding the Omni-Circular, including [OMB's Frequently Asked Questions \(FAQ\)](#).

Federal Register: <http://www.gpo.gov/fdsys/pkg/FR-2014-12-19/pdf/2014-28697.pdf> 2 CFR 200:

<http://www.ecfr.gov/cgi-bin/text-idx?SID=4467ef7edf6418328185fed45270f1f&node=pt2.1.200&rgn=div5> 2 CFR 1500:

<http://www.ecfr.gov/cgi-bin/text-idx?SID=ac772c78043ca73b46f5d168dd3f038f&tpl=/ecfrbrowse/Title02/2chapterXV.tpl>  
OMB's FAQ: <https://cfo.gov/wp-content/uploads/2014/11/2014-11-26-Frequently-Asked-Questions.pdf>

- Interim Financial Assistance Conflict of Interest Policy:

In accordance with the Omni-Circular's Conflict of Interest disclosure requirements under [2 CFR 200.112](#), EPA issued the [Interim Financial Assistance Conflict of Interest Policy](#). Requirements include applicants providing a prominently titled conflict of interest disclosure statement attached to the SF 424, if applicable. This policy applies to all individuals and nonfederal entities requesting and receiving EPA financial assistance on or after **December 26, 2014**. (Note: A standard EPA form is not currently available for the COI disclosure requirement since this is an interim policy.)

Interim Policy:

[http://www.epa.gov/ogd/epa\\_interim\\_financial\\_assistance\\_coi\\_policy.htm](http://www.epa.gov/ogd/epa_interim_financial_assistance_coi_policy.htm)

- Submission of Grant Applications via Grants.gov:

Effective **February 17, 2015**, EPA grant applicants must use [Grants.gov](#) to submit their applications. It is highly recommended that EPA applicants complete their registration on Grants.gov now, since the entire process can take up to 30 days to complete. Information located at [Submitting an Application to Grants.gov Apply](#) and [Applicant Resources](#) for Grants.gov will help you get started. Applicants are also encouraged to view a previously recorded [EPA Information Webinar](#) session/ presentation regarding Grants.gov or register for an available session.

Grants.gov support/assistance is available 24 hours a day 7 days a week at 1-800-518-4726 or [Support@grants.gov](mailto:Support@grants.gov). For International callers, call (606) 545-5035 to speak with a Grants.gov Contact Center representative. Also, the [Region 9 Application Checklist](#) will help ensure your EPA application submitted through Grants.gov is complete.

Guide on Submitting an Application to Grants.gov:

<http://www.epa.gov/ogd/guide/submitting.htm>

Grants.gov Application Resources:

<http://www.grants.gov/web/grants/applicants/applicant-resources.html> EPA Information

Sessions/Webinars:

[http://www.epa.gov/ogd/training/grants\\_gov\\_information\\_sessions\\_for\\_applicants.htm](http://www.epa.gov/ogd/training/grants_gov_information_sessions_for_applicants.htm)

Region 9 Application Checklist: <http://www.epa.gov/region09/funding/pdfs/grantsgov/r9-application-checklist-grantsgov.pdf>

- Bundling of Grant Application Certifications (for States & Tribes):

State and Tribal applicants are highly encouraged to submit annually a single set ("bundling") of application certification forms with a cover letter. The letter must indicate the applicable timeframe (usually a federal or state fiscal year) of the certifications for all EPA grant applications received by Region 9 Grants Management Office (GMO) within that period. GMO accepts Adobe format (.pdf) of the letter with applicable signed certification(s) through the electronic mail box:

[grantsregion9@epa.gov](mailto:grantsregion9@epa.gov). Please note that updated forms must be submitted when changes to the responses are required. The following certifications can be bundled:

- ❖ [Standard Form \(SF\) 424B, Assurances for Non-Construction Programs](#)
- ❖ [EPA Form 6600-06, Certification Regarding Lobbying, Certification for Contracts, Grants, Loans and Cooperative Agreements](#) ❖ [EPA Form 4700-4, Preaward Compliance Review Report for All Applicants Requesting EPA Financial Assistance](#)

Applicants are highly encouraged to use bundling of their certifications if multiple EPA applications are submitted annually. Bundling can be especially helpful as EPA is transitioning to Grants.gov. Please contact your EPA Grants Specialist for questions regarding bundling.

EPA Application Forms:

<http://www.epa.gov/ogd/forms/forms.htm>

- Changes to the Minority & Women Business Enterprise (M/WBE) Utilization Reporting Requirement:

The EPA issued a revised class deviation from [40 CFR 33.502](#) on **December 4, 2014**, which supersedes the M/WBE reporting requirement specified in the recipient's Notice of Award. The EPA financial assistance recipients are now required to report annually when certain conditions are met to reach a threshold of \$150,000. Please review the current information from [EPA's Small Business Programs](#).

40 CFR 33:

[http://www.ecfr.gov/cgi-](http://www.ecfr.gov/cgi-bin/textidx?SID=04eada1fb1292e21ecf2434ad7bf3781&tpl=/ecfrbrowse/Title40/40cfr33_main_02.tp)

[bin/textidx?SID=04eada1fb1292e21ecf2434ad7bf3781&tpl=/ecfrbrowse/Title40/40cfr33\\_main\\_02.tp](http://www.ecfr.gov/cgi-bin/textidx?SID=04eada1fb1292e21ecf2434ad7bf3781&tpl=/ecfrbrowse/Title40/40cfr33_main_02.tp)

| EPA's Small Business Programs:

[http://www.epa.gov/osbp/dbe\\_reporting.htm](http://www.epa.gov/osbp/dbe_reporting.htm)

- Grants Management Training Materials for Tribal Organizations:

The EPA's Office of Grants and Debarment (OGD) worked with the national Partnership for Environmental Technology Education (NPETE) to develop [training materials for Tribal](#)

organizations. While OGD is no longer able to offer in-person trainings, the training materials, including the training manuals and webinar recordings, are available for download.

Recipient Training: [http://www.epa.gov/ogd/training/recipient\\_train.htm](http://www.epa.gov/ogd/training/recipient_train.htm)

## CFDAs Under EPA-CEP-01

66.001	Air Pollution Control Program Support
66.032	State Indoor Radon Grants
66.034	Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities Relating to the Clean Air Act
66.038	Training, Investigations, and Special Purpose Activities of Federally-Recognized Indian Tribes Consistent With the Clean Air Act (CAA), Tribal Sovereignty and the Protection and Management of Air Quality
66.040	State Clean Diesel Grant Program This program contains Recovery Act funding.
66.042	Temporally Integrated Monitoring of Ecosystems (TIME) and Long-Term Monitoring (LTM) Program
66.121	Puget Sound Protection and Restoration: Tribal Implementation Assistance Program
66.124	Coastal Wetlands Planning Protection and Restoration Act
66.125	Lake Pontchartrain Basin Restoration Program (PRP)
66.202	Congressionally Mandated Projects
66.418	Construction Grants for Wastewater Treatment Works This program contains Recovery Act funding.
66.419	Water Pollution Control State, Interstate, and Tribal Program Support
66.432	State Public Water System Supervision
66.433	State Underground Water Source Protection
66.437	Long Island Sound Program
66.454	Water Quality Management Planning This program contains Recovery Act funding.
66.456	National Estuary Program
66.458	Capitalization Grants for Clean Water State Revolving Funds This program contains Recovery Act funding.
66.460	Nonpoint Source Implementation Grants
66.466	Chesapeake Bay Program
66.468	Capitalization Grants for Drinking Water State Revolving Funds This program contains Recovery Act funding.
66.469	Great Lakes Program
66.472	Beach Monitoring and Notification Program Implementation Grants
66.473	Direct Implementation Tribal Cooperative Agreements
66.481	Lake Champlain Basin Program
66.482	Disaster Relief Appropriations Act (DRAA) Hurricane Sandy Capitalization Grants For Clean Water State Revolving Funds
66.483	Disaster Relief Appropriations Act (DRAA) Hurricane Sandy Capitalization Grants for Drinking Water State Revolving Funds
66.508	Senior Environmental Employment Program This program contains Recovery Act funding.
66.517	Regional Applied Research Efforts (RARE)
66.518	State Senior Environmental Employment Program
66.600	Environmental Protection Consolidated Grants for the Insular Areas - Program Support
66.606	Performance Partnership Grants

## CFDAs Under EPA-CEP-02

66.700	Consolidated Pesticide Enforcement Cooperative Agreements
66.701	Toxic Substances Compliance Monitoring Cooperative Agreements
66.707	TSCA Title IV State Lead Grants Certification of Lead-Based Paint Professionals
66.714	Regional Agricultural IPM Grants
66.801	Hazardous Waste Management State Program Support
66.802	Superfund State, Political Subdivision, and Indian Tribe Site-Specific Cooperative Agreements This program contains Recovery Act funding.
66.804	Underground Storage Tank Prevention, Detection and Compliance Program
66.805	Leaking Underground Storage Tank Trust Fund Corrective Action Program This program contains Recovery Act funding.
66.808	Solid Waste Management Assistance Grants
66.809	Superfund State and Indian Tribe Core Program Cooperative Agreements
66.817	State and Tribal Response Program Grants
66.818	Disaster Relief Appropriations Act (DRAA) Hurricane Sandy Leaking Underground Storage Tank Trust Fund Corrective Action Program
66.924	Indian Environmental General Assistance Program (IGAP)
66.931	International Financial Assistance Projects Sponsored by the Office of International and Tribal Affairs



***Gila River Indian Community – Tentative Making a Visible Difference in Communities Initiative Workplan***

In preliminary discussions between EPA and GRIC Department of Environmental Quality (DEQ), we identified specific objectives in the following areas; additional areas may be identified by the Council or Committees for evaluation:

**Green Building: Updating and Adopting Comprehensive Green Building/Energy Code**

What	Who	Resource	GRIC-DEQ FTE	When
Revisit, revise (as needed) and recommend for adoption reservation-wide green building codes, including energy efficiency goals for new construction.	EPA R9 staff and contractor; GRIC Cross-Program FTE	<b>EPA contract is secured</b> , contractors are ready to provide technical assistance utilizing EPA's Tribal Green Building Codes Toolkit. Contractors are available to work with GRIC's housing/building department and assist in evaluating the existing codes and determine where code changes can be made to increase green building practices in support of the Community's sustainability goals.		asap – contract in place
Assess and unify energy efficiency code. Revise as needed and recommend for adoption.	EPA R9 staff and contractor; GRIC Cross-Program FTE	<b>EPA contract is secured</b> , (same as above)		asap – contract in place
Identify building codes/requirements needed to accommodate for rooftop solar applications.	EPA R9 staff and contractor; GRIC Cross-Program FTE	<b>EPA contract is secured</b> , (same as above)		asap – contract in place
Integrate the WaterSense program into the green building code, facilitating the GRIC to become the first Tribal WaterSense partner <b>NOTE: New EPA suggestion, resources are available to assist with this task</b>	EPA R9 staff and contractor; GRIC Cross-Program FTE	<b>EPA contract is secured</b> , (same as above)		
Conduct home energy audits, conduct home energy audit training	EPA R9 staff; Local Energy Utility; GRIC-DEQ/Housing	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability
Assist the Tribal Public Works Department to assess water use in drinking water systems using American Water Works Association (AWWA) software and EPA	EPA-WTR support; GRIC Utility FTE;	<b>AWWA software is free and EPA R9 Water Division Staff are available</b>		

Technical Assistance <b>NOTE: Not sure if GRIC is already doing this. New EPA suggestion, resources are available to assist with this task</b>				
--	--	--	--	--

**Renewable Energy (RE):** Identify concrete, actionable options for tribal RE program

What	Who	Resource	GRIC-DEQ FTE	When
Review all available GRIC RE feasibility studies and identify next steps for renewable energy development.	<b>Requesting</b> EPA R9 staff and contractor support; GRIC Cross-Program FTE	<b>EPA R9 requesting OTAQ TA</b> to review all available RE studies, consolidate and summarize findings in layperson terms. Where data is available, outline investment options with corresponding payback schedules. Highlight assumptions that led to findings (project costs, energy generation and costs, investor terms (if applicable) etc. [Green Power Partnership]		TBD – pending resource availability
Scope, assess, and define RE goals for specific communities within the Tribe. Identify roles in RE among GRIC departments and entities	<b>Requesting</b> EPA R9 staff and contractor support; GRIC Cross-Program FTE	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability
Examine all brownfield sites within the Community and complete a priority ranking for each site relative to the opportunity for renewable energy development.	EPA-Brownfields support; GRIC-DEQ FTE	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability

**Transportation:** One of GRIC’s goals is to reduce the use of diesel vehicles within their fleet, retrofit existing diesel trucks and educate industries within the Community about the importance in reducing human exposure to diesel emissions.

What	Who	Resource	GRIC-DEQ FTE	When
Conduct a workshop on the Gila River Reservation that targets the mobile and stationary industry sectors. This workshop will educate participants about the threats to human health caused by diesel	EPA R9 staff and contractor support; GRIC DEQ FTE and	<b>EPA R9 staff - Secured EPA R9 requesting OTAQ contractor support to conduct workshop</b>		TBD – pending resource availability



particulates and outline strategies for reducing diesel emissions within their fleets, including applying for Diesel Emission Reduction Act (DERA) grants and rebates and other relevant emission reduction programs to retrofit, repower and replace diesel vehicles, and equipment.	space to host workshop			
Regional transportation and community planning including the development of a local GRIC bus/shuttle service with linkages to major transportation routes.		<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability
Feasibility study of utilization of alternative fuel (including hybrid and electric vehicles) as part of the GRIC Fleet		<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability

**Zero Waste:** Assess the Tribal Waste Stream and Explore Opportunities to Improve Diversion

What	Who	Resource	GRIC-DEQ FTE	When
Analyze current recycling and diversion rates through a waste stream analysis. Identify opportunities to increase recycling rates and potential new recycling streams on the Reservation (residential, commercial, government facilities).	EPA-LND Support; GRIC-DEQ;	<b>EPA R9 staff – Secured EPA contract – Not Secured, scoping resource availability</b>		TBD – pending resource availability
Identify cost saving potential for various waste reduction, reuse, or recycling strategies (government facilities, commercial facilities such as the resorts, casinos, farms, motor sports park, etc.).	EPA-LND Support; GRIC-DEQ;	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability
Assess feasibility of small scale composting throughout GRIC.	EPA-LND Support; GRIC-DEQ;	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability
Develop protocols for recycling of white goods and household hazardous waste.	EPA-LND Support; GRIC-DEQ;	<b>EPA contract – Not Secured, scoping resource availability</b>		TBD – pending resource availability

Explore, analyze, and recommend for adoption green purchasing policies for tribal programs and enterprises.	EPA-LND Support; GRIC-DEQ;	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability
---	-------------------------------	---	--	-------------------------------------

**Demonstration:** Tie above efforts together in a needs assessment and scoping for a LEED-Platinum Environmental Center

What	Who	Resource	GRIC-DEQ FTE	When
As a demonstration of how the above concepts work together and “come to life,” <u>complete a needs assessment and scoping</u> for a future LEED-Platinum certified building to house the Tribal DEQ and serve as a community environmental education center.	GRIC-DEQ; GRIC Cross-Program FTE; EPA-Sustainability and EPA-LND Support;	<b>EPA R9 scoping resource availability</b>		TBD – pending resource availability